



MICHAEL R. PENCE, Governor
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY
302 West Washington Street
Indianapolis, IN 46204



James L. Greeson, State Fire Marshal
Division of Fire and Building Safety

Checklist for a Complete Underground or Aboveground Tank Submittal

To qualify for an underground or aboveground tank and dispenser release, an applicant must provide the tank and dispenser drawings demonstrating compliance with all applicable building laws and fire safety laws including the following:

- ☐ Completed application listing the name of contractor firm, street address, signature of the project owner, name of servicing fire department, address of servicing fire department, city, state, zip code, and township. Project owner's signature, telephone number, and e-mail address. Complete installation location, pump and tank information (aboveground, underground, etc.), underground tank installer certification number (aboveground not required), complete installation information such as the type of liquid or gas, number and size of new and existing tanks, listing numbers, tank construction material, number of new and existing dispensers, and related information.
- ☐ A site plan showing the location of tanks, above or below ground, dispensers location relative to all important buildings, property lines, and easements that can be built upon. The location of emergency shut off for the dispensers can be shown on the site plan.
- ☐ Plans and calculations showing the location, construction, and capacity of dikes.
- ☐ Electrical plans and diagrams showing the location of emergency power cut-off for fuel dispensers.
- ☐ If the tanks are located inside a building, a dimensional floor plan showing the location and rating of fire resistive walls, drains, and curbs, and means of egress.
- ☐ A plan showing the location and size of all piping, pumps, and the location of all vents, fencing or other devices.
- ☐ Sections of underground tanks showing the depth below grade, supports, foundations, anchorage, etc.
- ☐ Any additional information that may be needed to substantiate statements that the proposed construction will comply with the rules of the Fire Prevention and Building Safety Commission.



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